

**MINUTES OF THE APRIL 2022
HPLD BOARD MEETING
Presented May 10, 2022**

The Heyworth Public Library Board of Trustees met April 12, 2022, at the library. Attending the meeting were director Lori Urban and board members Dennis Lawyer (president), Tami Koch (vice president), Kira Stevens (secretary), Michael Lamb (treasurer), Kathy Clesson, Amy Roehrig and Lisa Shaffer.

CORRESPONDENCE | PUBLIC COMMENTS

None

SECRETARY'S REPORT

K.Stevens provided a report of the minutes of the March 8, 2022 meeting, which were approved and filed for audit.

TREASURER'S REPORT

M.Lamb provided the treasurer's report for March 2022. There were no notable or out-of-ordinary expenses. D.Lawyer moved to accept expenses, account balances and transactions as presented; T.Koch seconded, and the motion passed unanimously. There were also no notable or out-of-ordinary fund transfers. L.Shaffer moved to approve all fund transfers as presented; K.Clesson seconded, and the motion passed unanimously.

PRESIDENT'S REPORT

The president reminded the board to complete their statements of economic interests prior to the county clerk's May deadline. A discussion ensued regarding the way the form asked questions and defined terms.

TRUSTEE REPORTS

L.Shaffer reported the Little Free Library is doing fine. It is getting regular use.

COMMITTEE REPORTS

None

LIBRARIAN'S REPORT

Refer to the attached librarian's report. In addition to the written librarian's report, L.Urban noted that State Senator Chapin Rose requested to use the library community room for travelling office hours on April 26.

Chapter 6 of Serving our Public 4.0 was reviewed with the board. The library meets the guidelines of the chapter (safety).

OLD BUSINESS | ACTION ITEMS

The board discussed the director's compilation and revision of the proposed employee handbook and provided guidance for action in the future. Work on the employee handbook will be ongoing.

The board discussed FY 22-23 new budget timelines and tax levy based on discussions with the library's attorney. Furthermore, after attending a village TIF meeting, the director reported that with village TIF district 1 expiring, the library will be one of the taxing bodies receiving redistribution of the incremental taxes. More information and potential action regarding the expiring TIF district will be forthcoming.

As part of the budget, the board discussed the need to perform the director's annual evaluation and salary review. An evaluation committee consisting of L.Shaffer and A.Roehrig was formed, and the director's evaluation will be reported at the next board meeting.


The board approved the library's circulation policy, which had no changes from the last review two years ago. A.Roehrig moved to approve the policy. L.Shaffer seconded, and the vote passed unanimously.

NEW BUSINESS | ACTION ITEMS

The board will review the library's non-resident card fee and identity protection policy for updating and action at the next regular meeting.

MEETING ADJOURNED 8:03 pm

The next meeting will be held May 10, 2022.



Kira Stevens
Board Secretary
Heyworth Public Library District

- MINUTES approved on this date: 5/10/22
- MINUTES approved with amendments stapled to this copy on this date: _____